

What I Learned - Windows Workstation is designed for end users and are interactive.

Windows Servers must be accessible and must always be reliable. Workstation only affects one person while a server being shutdown will affect anyone that relies on that server for services. I learned that you could cluster servers together to improve reliability and load balancing. We learned about the different options for Recovery; this gives the server instructions on what to do if the service should fail. Learned what the services tab does and the different options within the startup Types – Automatic, Delayed, Manual, or Disabled. We learned that Service properties are where to find the dependencies the service depends on. We learned about Local users and how making different local users is a way to allow multiple users to administer the server without sharing credentials. We learned about the Server Manager App used to control the server and serve as a dashboard of sorts to give important information regarding administration of the server.

Screenshots submit screenshots of Step 3: Instructions Steps 1-7 showing you completed each step (not every single one, just the completion of each step 1-7) example: 2. would show completed workgroup, computer name etc.

Step 1: Assignment Prep

Make sure you have the following:

Access to Virtual Lab

Windows Server 2019 VM

The activity is broken up into multiple steps. You are encouraged to follow these steps in order even if you believe you can skip ahead.

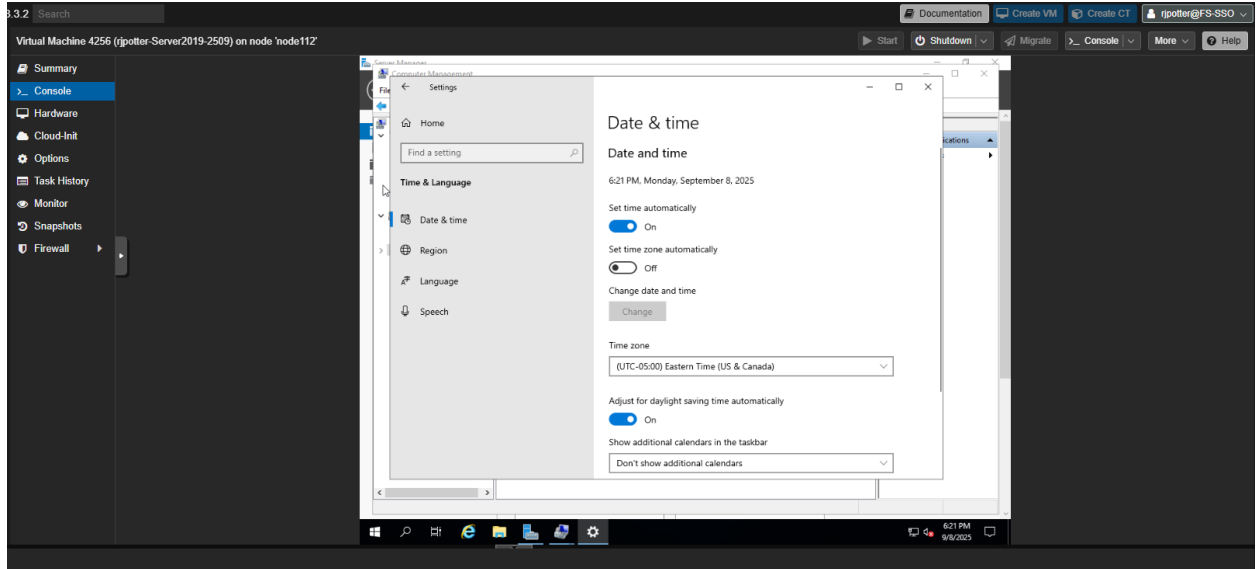
Step 2: Overview of Tasks to Perform

1. Change default Windows name and Workgroup name
2. Change / Verify Time Zone is set to your current location
3. Change / Verify Power Options is set to High Performance
4. Create multiple users (standard and admin) and assign passwords
5. Create a shared directory and sub-directories on C:\ drive
6. Create groups
7. Assign users to groups
8. Set group permissions for each sub-directory
9. Access log file and show user logins

Step 3: Instructions

1. Use the existing Windows Server 2019 install

Change / Verify Time Zone is set to your current location.



Set Server Manager to open on login (should be set by default).

The screenshot shows the Server Manager interface for a local server named 'COP-FINAL'. A 'Server Manager Properties' dialog box is open, allowing configuration of the refresh period and auto-start at login. The background shows the server's properties and a list of recent events.

Server Manager Properties

☒ Specify the Server Manager data refresh period (in minutes)

Setting the refresh interval too low results in very frequent refreshes, which can affect the performance of your server and network environment.

☐ Do not start Server Manager automatically at logon

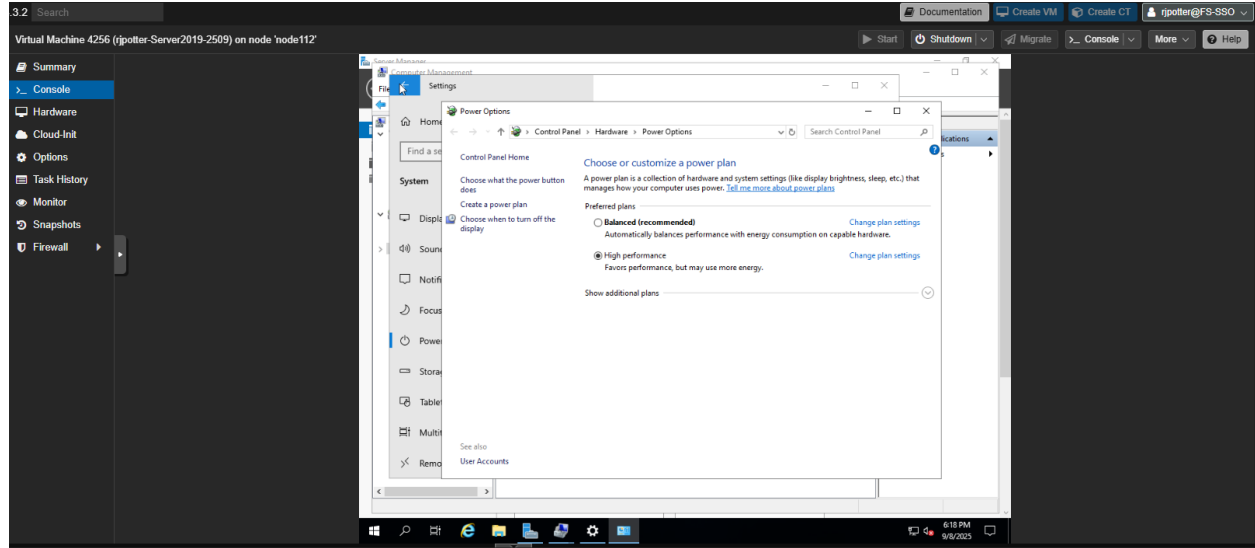
PROPERTIES For COP-FINAL

Computer name	COP-FINAL	Last installed updates	5/27/2023 7:48 PM
Workgroup	FULLSAIL	Windows Update	Download updates
		Last checked for updates	Today at 5:46 PM

EVENTS
All events | 23 total

Server Name	ID	Severity	Source	Log	Date and Time
COP-FINAL	508	Warning	ESENT	Application	9/8/2025 6:50:57 PM
COP-FINAL	508	Warning	ESENT	Application	9/8/2025 6:50:40 PM
COP-FINAL	8198	Error	Microsoft-Windows-Security-SPP	Application	9/8/2025 6:40:51 PM

Change / Verify Power Options are set to High Performance.

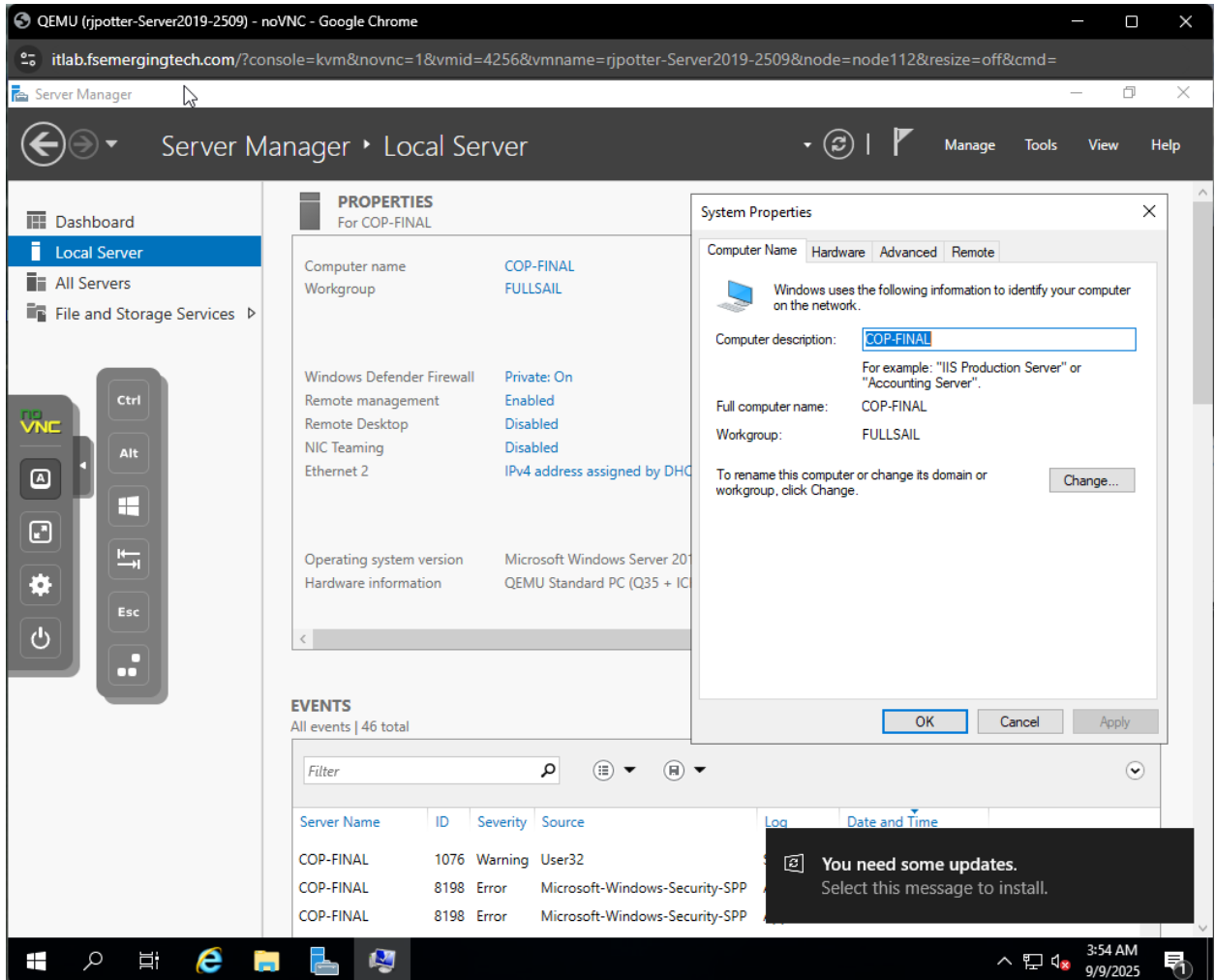


2. Change Windows Name and Workgroup

Change server name to “COP-FINAL”

Make Computer description “COP-FINAL”

Change Workgroup to “FullSail”



3. Create five standard users (locally on the server)

Standard user names are User1, User2, User3, User4, and User5.

Set password to Password1!

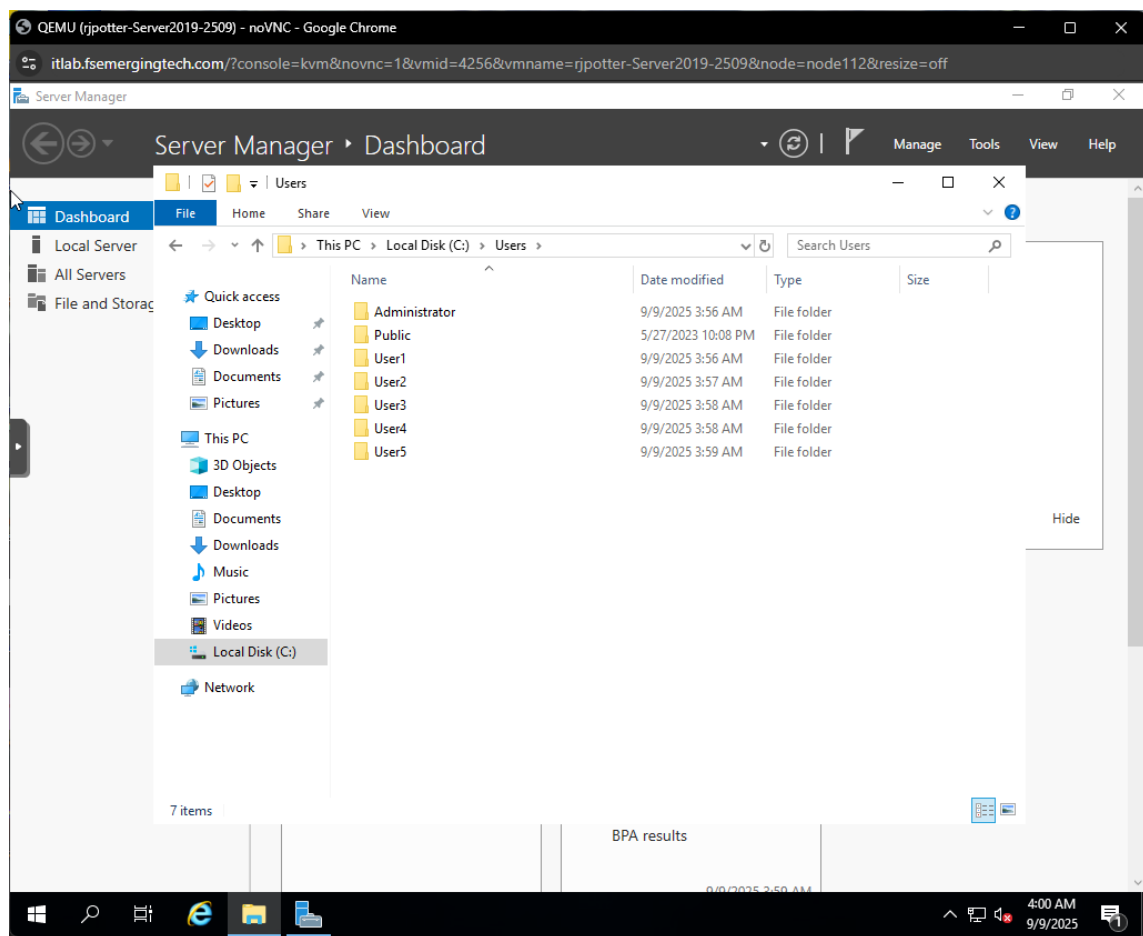
Disable User must change password at next login.

Log in as each user to create a local account.

This will generate an entry in the security log file.

This will create the user's directory in the User folder.

Verify the local directory in the User folder for all users.



4. Create another admin user (besides yourself)

Admin user name is ITUser.

Set password to Password1!

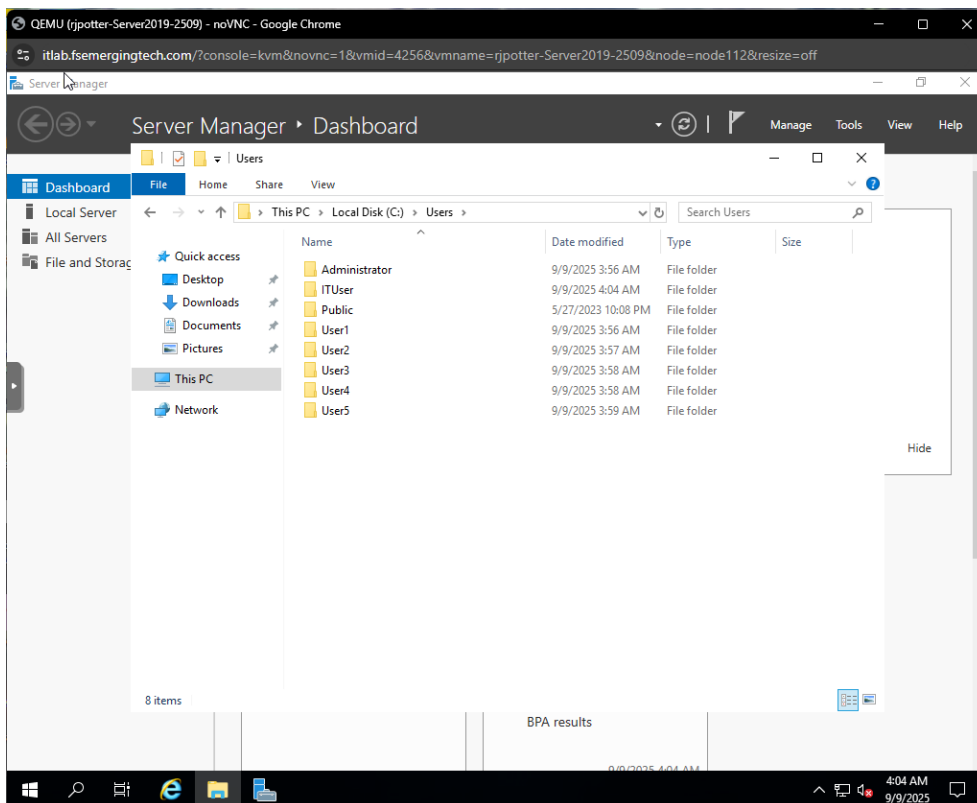
Disable User must change password at next logon.

Log in is as ITUser to create a local account.

This will generate an entry in the security log file.

This will create the user's directory in the User folder.

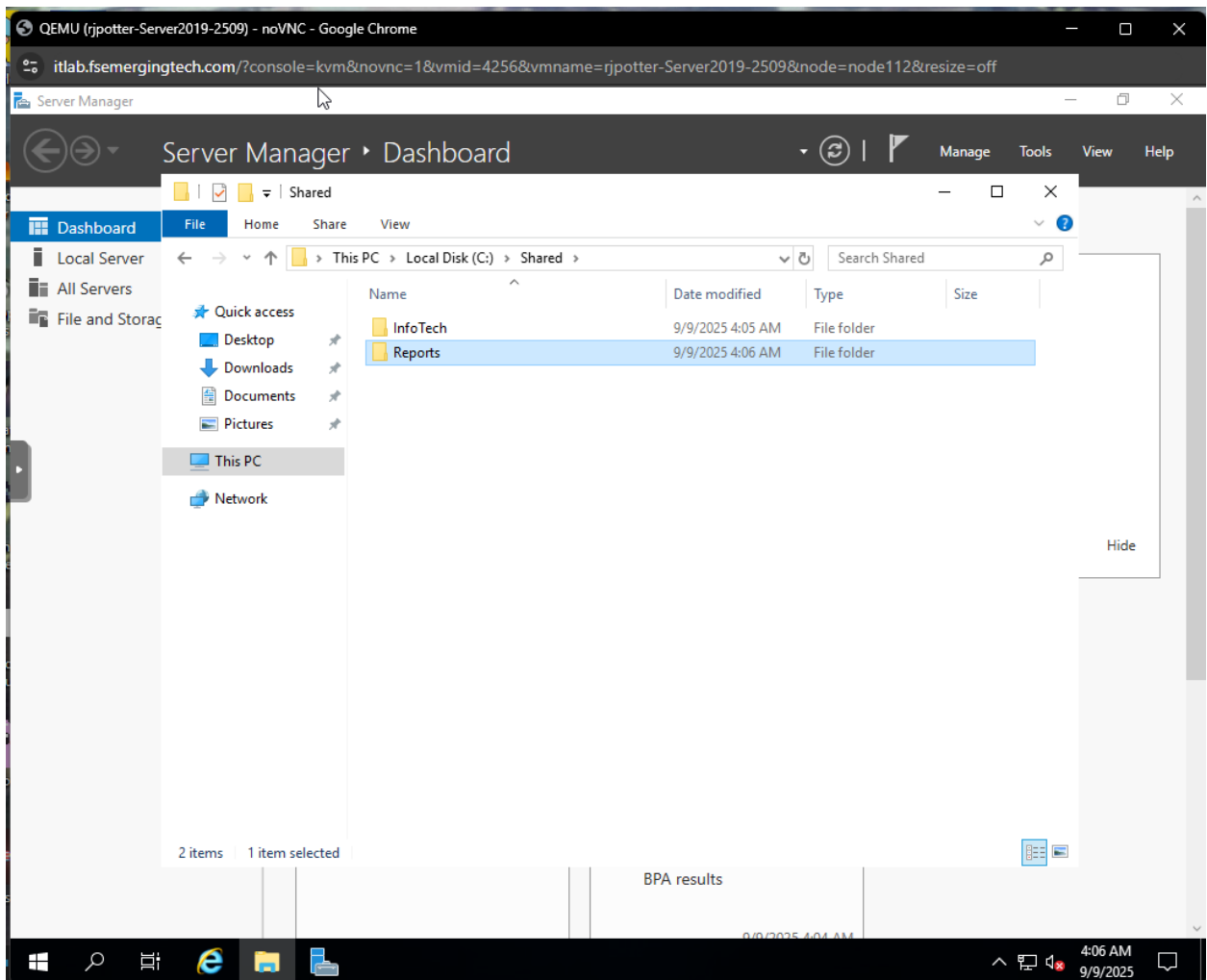
Verify the local directory in the User folder for ITUser.



5. Create a directory named Shared on the C:\ drive

Under the “Shared” directory create 2 directories called “InfoTech” and “Reports”. (case sensitive)

There may be a directory named "Shares" on the C:\ drive, you can use this one and create the 2 directories in it.



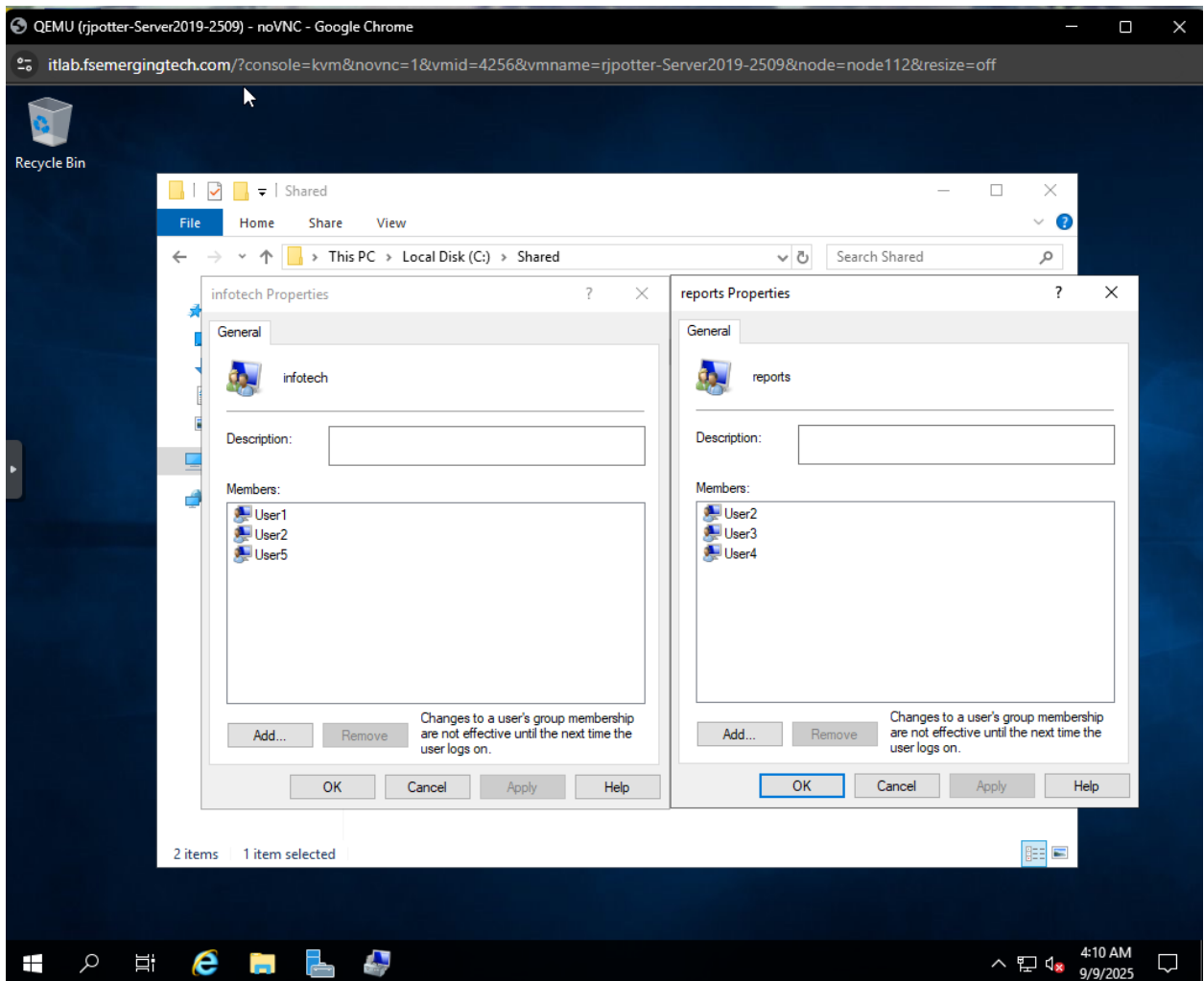
6. Create two groups and add members

Create the following groups:

infotech and reports.

Assign User1 and User2 and User 5 to infotech group.

Assign User2 and User3 and User4 to reports group.



7. Set group permissions for each directory

Change permissions so that the infotech group has full access to the InfoTech folder.

Change permissions so that the reports group has full access to the Reports folder.

